

REQUEST FOR QUOTATION

FOR PROVIDING SECURITY GUARDS AT BHALWAL INDUSTRIAL ESTATE (DISTRICT SARGODHA), RAHIM YAR KHAN INDUSTRIAL ESTATE (RAHIM YAR KHAN), CHUNIAN AQUA BUSINESS PARK (CHUNIAN), VEHARI INDUSTRIAL ESTATE (VEHARI), BAHAWALPUR INDUSTRIAL ESTATE & QUAID-E-AZAM SOLAR PARK (BAHAWALPUR) BAHAWALPUR.

Scope of Work Services

1. To provide fool proof total physical security arrangements.
2. Control entry / exit as per regulations / local orders including vehicles at designated area / estate.
3. Protect all company's assets by deploying guards at static posts as well as by patrolling within and alongside boundary walls of respective Industrial Estates / designated areas as per requirements.
4. Provided security guards would be retired personnel from Armed Forces including Paramilitary Forces. Age limit for security staff is 30-55 years. The security supervisor will be retired JCO / Hevaldar or equivalent from Armed Forces.
5. The selected security company will furnish the particulars i.e. Name, Father's Name, Age, Permanent Address etc., of all the security guards to respective Project Director of PIEDMC's Industrial Estate / Project. Any change of guard (s) will instantly be intimated along with his full particulars. Also the selected security company shall maintain a proper record of their employees posted / deployed at the premises and shall maintain their attendance on daily basis.
6. All guards must carry rifle / gun along with 20 live rounds while on duty. No local guard (within the radius of 30 KMs) will be accepted.
7. Provision of arms and ammunition will be the responsibility of selected Security Company.
8. While quoting the rates, the minimum wage policy of Govt. of the Punjab must be kept in view.
9. The selected security company will be responsible for security clearance of their security supervisor / guards from required agencies, if so required by PIEDMC. Whenever, the PIEDMC shall desire to change any guard, the selected security company shall be bound to change that guard immediately.
10. The selected security company shall comply with all Rules and Regulations regarding Safety and Security of their men and shall have to arrange insurance etc. for their employees at their cost and Security company will be responsible to indemnify, in case of any mishap to their employees.
11. In case of any mishap takes place apparently with the negligence of security personnel the security company shall be responsible to make good the loss to PIEDMC. Also Security Company shall be bound to accept finding / recommendations of the inquiry committee.

12. While on duty the security guards shall be in company's (Security Company) presentable uniform. Personnel engaged by Security Company will be under direct supervision and control of management of selected Security Company (ies).
13. The selected Security Company (ies) shall not sub-contract the job assigned to it / them, to any other company further.
14. The selected Security Company shall be responsible for the discipline and conduct as well as for quality / standard of duty for fulfillment of agreement.
15. In case any of the security guard do not appear for duty at any time the selected security company shall be responsible to provide his replacement on immediate basis and to enable the work to be done satisfactorily at no extra cost.
16. The selected Security company shall be liable to provide / deploy security guards outside the premises of the project / estate if so requested by the PIEDMC.
17. Each guard deployed shall have following articles in his possession while on duty:
 - a. Security Company's Uniform
 - b. Security Company's Identity card
 - c. Whistle & torch
 - d. Weapon + 20 rounds
 - e. Walkie-Talkie set / other internal communication devise in working condition

Terms and Conditions

18. Initial security services contract will be for one-year renewable with mutual consent. In case of earlier termination for any reason two months' prior notice will be served by either party.
19. The services of selected security company shall be terminable on immediate basis in case any or group of employees of Security Company found involved in felony / misconduct etc.
20. The selected security company(ies) shall ensure full attendance of security guards at the project site. In case of absence of the security guards, the CLIENT (PIEDMC) may deduct/penalize the security company (if applicable) as follows:

- | | | | |
|-------|---|---|--|
| (i) | Upto 15 man days absent | : | 1 x No of absent (s) x rates as specified in contract agreement |
| (ii) | More than 15 but less than 30-man days absent | : | 2 x Nos of absent (s) x rates as specified in contract agreement |
| (iii) | More than 30 man days absents | : | GM (Admin) on behalf of CEO, PIEDMC will decide the penalty which will be binding on Security Company(ies) |

21. Supervisor (s) of the security company will inspect his security guards 'alertness during day and night. Any abnormality or unusual activity noted during security round / patrolling or informed by security guard(s) will immediately be communicated to PIEDMC relevant authority. During the inspection / visit / patrolling the supervisor (s) / staff will be in Security Company's uniform.

22. A manager level officer of Security Company will visit the project / estate of deployment on weekly basis.

23. Monthly meeting will be held between, Project Directors and area Manager of selected security company(ies).

24. Services will be hired according to PPRA Rules, 2014.

25. Bids amounts must be included all applicable government taxes, failing which the respective bid shall automatically be considered as non- responsive.

26. No over writing/amendments in submitted bids will be allowed before and after opening of the bids.

27. All columns of bids as per given requirements must be filled completely before submitting the bids and no column should be left blank.

28. All bids must be accompanied by Bid security in the form of CDR/Pay Order/DD from scheduled bank in Pakistan as per below given details, failing which the respective bid will stand non-responsive.

Name of Industrial Estates	Bid Security Amount
a. Rahim Yar Khan Industrial Estate (RIE)	304,920/- (Which is 2% of the estimated cost)
b. Bhalwal Industrial Estate (BIE)	277,032/- (Which is 2% of the estimated cost)
c. Vehari Industrial Estate (VIE)	151,104/- (Which is 2% of the estimated cost)
d. Chunian Aqua Business Park (CABP)	158,280/- (Which is 2% of the estimated cost)
e. Bahawalpur Industrial Estate (BWPIE)	152,388/- (Which is 2% of the estimated cost)
f. Quaid-e-Azam Solar Park (QASP)	190,692/- (Which is 2% of the estimated cost)

29. Bench mark for fixation of fuel price for vehicles / motorbikes provided by selected security company as part of contract shall be the rate at the time of opening of bidding documents. In case of fuel price changes (increases/decreases) during the period of contract, addition /deduction in the monthly bill of selected security company shall be made accordingly. Per liter running for provided vehicles and motorbike shall be considered as follows:

- (a) Hilux Single Cabin = 08 KMs/liter
- (b) 800CC car/van = 15 KMs/liter
- (c) Motorbike 125CC = 40 KMs/liter

30. In order to answer the queries the interested security company (ies) may consult PIEDMC's Chief Engineer (Planning & Contracts) by meeting him or by calling at 042-35297203-6, 042-111743-743 at least 7 days prior to last date of submission of bids.

31. Interested security company (ies) before submitting their bids must carry out survey of the estate / project for which they are going to bid. Only the company(ies) who could manage security of respective state / project effectively and efficiently with the strength given in BOQ to apply / submit bids. Tentative Draft Contract is attached along with RFQ for information which shall be considered as part of RFQ.

32. Successful bidder will have to submit performance guarantee in the shape of bank guarantee @ 10% of the total contract amount. Contract will be signed a week prior to the taking over of charge of duty and before / at the time of signing of contract / agreement Performance Guarantee have to be deposited by the successful bidder.

33. **Successful bidder(s) are required to follow and implement Section 2 (bb) of EOBI Act 1976.**

34. **Eligibility Criteria**

- a. Organizational structure with registered office address with list of key persons of the company together with brief bio data.
- b. Copy of Memorandum & Articles of Association along with copy of Incorporation Certificate.
- c. Detail of vehicles in possession of the company and detail of arms etc.
- d. Copy of NOC / License granted by the Ministry of Interior (Federal / Provincial) along with copy of NTN.
- e. Details of litigation cases with any government or private organization (if any) – Affidavit required.
- f. Registration certificate of EOBI & Social Security Departments.
- g. Details of similar projects undertaken in last 4 years.
- h. Training System of security guards.
- j. Quotations deficient of any of the above said documents / information will be rejected.
- k. Contract shall be awarded on least cost basis fulfilling the above criterion, project-wise.
- l. Authorization letter from company CEO / MD on stamp paper for signing and submission of Bid.

35. **Evaluation Criteria**

- (a) Experience of the security company - 25 Marks
- i. Minimum 4 years experience (Maximum 15 Marks)
 - ii. 3.0 Marks for each subsequent year of Experience (Maximum 10 Marks)
- (b) Type and number of licensed weapons held on the inventory - 25 Marks
- i. 30 Bore/12 Bore- 0.1 Mark for each weapon - (Maximum 6 Marks)
 - ii. 8 MM/9MM - 0.5 Mark for each weapon - (Maximum 9 Marks)
 - iii. S MG-1.0 Mark for each weapon - (Maximum 10 Marks)
- (c) Details of security services provided by the company with Letters of satisfaction in last 4 years - 20 Marks
- i. Five (05) Marks for each letter (Maximum 20 Marks)
- (d) Type of vehicles and No of Motorcycles held with Security company - Max 30 Marks
- i. 1.0 Mark for each Motor Cycle (Maximum 10 Marks)
 - ii. 2.0 Marks for each Car (Maximum 10 Marks)
 - iii. 5.0 Marks for each Toyota Vigo (Maximum 10 Marks)

NOTE:

- Documentary evidence to support the above criteria is mandatory. Failure in provision will result in zero marks.
- Prequalification status will be decided on pass / fail basis. The applicant must secure at least 50 % marks in each category to qualify and 60% marks as total.

BOQ

Security companies are required to submit their bids (per month charges) for provision of security services / armed guards for Bhalwal Industrial Estate (Bhalwal), Rahimyar khan Industrial Estate (Rahim Yar Khan), Chunian Aqua Business Park (Chunian), Vehari Industrial Estate(Vehari), Bahawalpur Industrial Estate (Bahawalpur) and Quaid-E-Azam Solar Park (Bahawalpur) for the period of one year, as per following detail: -

Bhalwal Industrial Estate

Sr. No	Services	Requirement	Rate including all taxes Per month	Amount	Remarks
01	Security Supervisor (Armed)	2			<ul style="list-style-type: none"> Armed Security Supervisor will reside at the project site (Retired Armed forces JCO/Hevaldar or equivalent from armed forces)
02	Armed Security Guards	22			<ul style="list-style-type: none"> Retired personnel from armed forces including Paramilitary forces. Age limit (30-55 Years) Each armed guard must carry at least 20 bullets while on duty.
03	125 CC Motor bike (Honda/Suzuki/Yamaha not below 2020 Model)	2			<ul style="list-style-type: none"> For patrolling, covering 3000 Kms each bike in each month. Including fuel & Maintenance charges
04	Hilux Single Cabin not below 2020 Model with armed driver	1			<ul style="list-style-type: none"> For patrolling, covering 3500 Kms in each month. Including fuel & Maintenance charges
05	Internal Communication System	06 sets			<ul style="list-style-type: none"> Internal Communication System at site office.
06	Mirror Metal Detector	02 sets			<ul style="list-style-type: none"> To inspect vehicles on Gate # 1 & 2 at site.
Sub Total per Month					
Amount per Year X 12					

Rahim Yar Khan Industrial Estate

Sr. No	Services	Requirement	Rate including all taxes Per month	Amount	Remarks
01	Security Supervisor (Armed)	3			<ul style="list-style-type: none"> Armed Security Supervisor will reside at the project site (Retired Armed forces JCO/Hevaldar or equivalent from armed forces)
02	Armed Security Guards	30			<ul style="list-style-type: none"> Retired personnel from armed forces including Paramilitary forces. Age limit (30-55 Years) Each armed guard must carry at least 20 bullets while on duty.
03	125 CC Motor bike (Honda/Suzuki/Yamaha) not below 2020 Model	4			<ul style="list-style-type: none"> For patrolling, covering 3000 KMs in each month. Including fuel & Maintenance charges
04	Internal Communication System	10 sets			<ul style="list-style-type: none"> Internal Communication System at site office.
05	Mirror Metal Detector	02 sets			<ul style="list-style-type: none"> To inspect vehicles on Gate # 1 & 2 at site.
Sub Total per Month					
Amount per Year X 12					

Vehari Industrial Estate

S. No	Services	Requirement	Rate including all taxes per month	Amount	Remarks
01	Security Supervisor (Armed)	2			<ul style="list-style-type: none"> Armed Security Supervisor will reside at the project site (Retired Armed forces JCO/ Hevaldar or equivalent from armed forces)
02	Armed Security Guards	14			<ul style="list-style-type: none"> Retired personnel from armed forces including Paramilitary forces. Age limit (30-55 Years) Each armed guard must carry at least 20 bullets while on duty.
03	125 CC Motor bike (Honda/Suzuki/Yamaha) not below 2020 Model	2			<ul style="list-style-type: none"> For patrolling, covering 3000 Kms each bike in each month. Including fuel & Maintenance charges
04	Internal Communication System	09 sets			<ul style="list-style-type: none"> Internal Communication System at site office.
05	Mirror Metal Detector	01 set			<ul style="list-style-type: none"> To inspect vehicles on Gate # 1 at site.
Sub Total per Month					
Amount per Year X 12					

Chunian Aqua Business Park (CABP)

Sr. No	Services	Requirement	Rate including all taxes Per month	Amount	Remarks
01	Security Supervisor (Armed)	1			<ul style="list-style-type: none"> Armed Security supervisor will reside at the project site (Retired Armed forces JCO/Hevaldar or equivalent from armed forces)
02	Armed Security Guards	10			<ul style="list-style-type: none"> Retired personnel from armed forces including Paramilitary forces. Age limit (30-55 Years). Each armed guard must carry at least 20 bullets while on duty.
03	125 CC Motor bike (Honda/Suzuki/Yamaha) not below 2020 Model	2			<ul style="list-style-type: none"> For patrolling, covering 3000 Kms each bike in each month. Including fuel & Maintenance charges.
04	Suzuki van 800 CC, not below Model 2020 with armed driver	1			<ul style="list-style-type: none"> Suzuki Van required For patrolling at CABP for three months during winter / foggy season (will replace one motor bike, covering 3000 Kms each month)
05	Internal Communication System	3 sets			<ul style="list-style-type: none"> Internal Communication System at site office.
Sub Total per Month					
Amount per Year X 12					

Quaid -E-Azam Solar Park Bahawalpur

Sr. No	Services	Requirement	Rate including all taxes Per month	Amount	Remarks
01	Security Supervisor (Armed)	1			<ul style="list-style-type: none"> Armed Security Supervisor will reside at the project site (Retired Armed forces JCO/Hevaldar or equivalent from armed forces)
02	Armed Security Guards	17			<ul style="list-style-type: none"> Retired personnel from armed forces including Paramilitary forces. Age limit (30-55 Years). Each armed guard must carry at least 20 bullets while on duty.
03	125 CC Motor bike (Honda/Suzuki/Yamaha) not below 2020 Model	5			<ul style="list-style-type: none"> For patrolling, covering 3000 Kms each bike in each month. Including fuel & Maintenance charges.
04	Internal Communication System	03 sets			<ul style="list-style-type: none"> Internal Communication System at site office.
Sub Total per Month					
Amount per Year X 12					

Bahawalpur Industrial Estate

Sr. No	Services	Requirement	Rate including all taxes Per month	Amount	Remarks
01	Security Supervisor (Armed)	2			<ul style="list-style-type: none"> Armed Security Supervisor will reside at the project site (Retired Armed forces JCO/Hevaldar or equivalent from armed forces)
02	Armed Security Guards	13			<ul style="list-style-type: none"> Retired personnel from armed forces including Paramilitary forces. Age limit (30-55 Years). Each armed guard must carry at least 20 bullets while on duty.
03	125 CC Motor bike (Honda/Suzuki/Yamaha) not below 2020 Model	3			<ul style="list-style-type: none"> For patrolling, covering 3000 Kms each bike in each month. Including fuel & Maintenance charges.
04	Internal Communication System	07 sets			<ul style="list-style-type: none"> Internal Communication System at site office.
Sub Total per Month					
Amount per Year X 12					

NOTE: -

- Interested Security Companies may Bid for any or all above stated Industrial Estates / projects
- Work shall be awarded to the lowest eligible Bidder for each Industrial Estate, separately.